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Memorandum

TO : Director of Training

DATE: 6 February 1970

FROM : Chief, Career Training Program

SUBJECT: Weekly Activities Report

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1. Mr. [REDACTED] assigned to the Career Training Staff as a Program Officer in August 1967, ends his tour of duty with us today and tomorrow departs on PCS assignment to Saigon.

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2. Mr. [REDACTED] will now assume the role of CTP Coordinator in addition to his regular duties as a Program Officer.

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3. We are happy to report that our secretarial complement is in fine order with the arrivals of Miss [REDACTED] from the Office of Logistics and Miss [REDACTED] from the Office of Personnel.

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4. Nineteen Career Trainees from the July 1969 Class yesterday completed Operations Course, Phase I. Three are being assigned to the CS immediately, one has decided against a career in the CS, and 15 will enter Phase II on 16 February.

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